

**UNAPPROVED MINUTES  
CITY OF MILPITAS  
SISTER CITIES COMMISSION**

**Minutes:** Rescheduled Meeting of Sister Cities Commission (SCC)  
**Date of Meeting:** Thursday, January 27, 2005  
**Place of Meeting:** Milpitas City Hall, 455 E. Calaveras Blvd., Community Conference Rm.

**I. Roll** Chair Garcia called the meeting to order at 7:10 p.m.

Commissioners/Alternates Present: Arefi, Chahal, Grilli, Garcia,  
Iringan, Mateo, and Swiger  
Commissioners Absent: Arthur, Downey  
City Council Liaison Present: Bob Livengood  
MUSD Liaison Present: Marsha Grilli

**II. Alternates** Alternate Arefi was seated.

**III. Pledge** Chair Garcia led the Commission in the Pledge of Allegiance.

**IV. Minutes** **MOTION** to approve the Minutes of December 2, 2004.

M/S: Grilli/Iringan Ayes: All

**V. Agenda** **MOTION** to approve the January 27, 2005, agenda.

M/S: Swiger/Iringan Ayes: All

**VI. Announcements/Correspondence**

Staff announcements: 1) During their meeting on January 4, 2005, the City Council approved having the 2005 Commissioner's Recognition Dinner on Wed., April 20, 2005, at the Embassy Suites in Milpitas. Per surveys submitted by commissioners, monies normally used for gifts will be donated to the City's Recreation Assistance Program (RAP); 2) The attendance record for SCC commissioners in 2004 was included in their packets. Staff asked commissioners to review the bylaws regarding attendance. 3) Sister Cities International mailed two certificates, one recognizing Milpitas for its official relationship with Huizhou, the other recognizing Huizhou for its official relationship with Milpitas.

Commissioner Swiger reminded the commission about an optional commissioner training course and noted would like to enroll in the session to be held on February 26, 2005.

**VII. Citizen's Forum**

No members from the public present.

## **VIII. ELECTIONS**

Staff called for nominations of Chair. Dennis Grilli was named.

**MOTION** to elect Dennis Grilli as Chair of the Commission.

M/S: Garcia/Iringan                      Ayes: All

Chair Grilli called for nominations of Vice Chair. Echo Arthur was named in absentia.

**MOTION** to elect Echo Arthur as Vice Chair of the Commission.

M/S: Garcia/Swiger                      Ayes: All

## **IX. New Business**

### **1. NEW LIBRARY NAME**

Commissioner Swiger stated his preference for the library to be called the “Milpitas City Library.” He noted that there are several ethnic groups in Milpitas and it may be unfair to pick one for naming the library. Also, he suggested charging a fee of \$50,000 for the privilege to have the library named by a corporation or other entity for one year. There were no other suggestions for names.

### **2. DAET CITY, PHILLIPINES: SISTER CITY RELATIONSHIP REQUEST**

Staff noted that she could not locate a website for Daet City, nor was a return address provided in the mailing (letter was included in the commission packet). Chair Grilli asked if a lead commissioner should be established at this point. Staff noted that one option would be to form a subcommittee to possibly start researching how to contact Daet City. Commissioner Garcia asked if they filled out an application. Staff replied that they had not. Garcia suggested waiting and seeing if they make contact again. Chair Grilli noted that more research could be done in the meantime. Commissioner Mateo volunteered to conduct further research. Commissioner Swiger asked the commission their thoughts on having another sister city in the Philippines given that there is already a relationship established with Dagupan City. Chair Grilli acknowledged his point, and added that the commission needs to respond to Daet’s request even if it may not be with the intention to establish a sister city relationship.

## **X. Old Business**

### **3. MILPITAS SISTER CITIES ASSOCIATION**

Chair Grilli noted that there have been no further developments, however, there was some confusion about the names on the documents. Staff noted that the city attorneys’ office had made the name correction. MUSD representative Grilli noted that she received information stating that she would have to pay \$20.00 to remove her name. She also noted that the association address needs to be changed to the address at City Hall. Staff stated it was her understanding the city attorneys’ office was working to remove Mrs. Grilli’s name and she will research the issue.

#### **4. DAGUPAN CITY, PHILLIPINES: SISTER CITIES RELATIONSHIP**

Commissioner Iringan sent all of the information to Dagupan about the emergency preparedness training. The proposed course outline was discussed online with Mr. Robert Erfe Mejia. Dagupan officials will fill out the forms and make direct contact with the course provider. Iringan stated that staff is not to place any of her own funds into this visit, that Dagupan has committed to pay for the trip and training. Staff noted that a credit card was necessary to hold the hotel reservation. Iringan stated that Dr. Aida Hallili would call to change the credit reference. Iringan noted that Dr. Hallili belongs to the Dagupan Sister Cities Commission and is acting as Dagupan's liaison, and that Mr. Romy Manuel is also a contact person.

Commissioner Swiger asked if the City would host additional training for Mr. Mejia after he completes the CSTI training. Staff replied yes, that this one-day tour and demonstration of the Office of Emergency Services (OES) could be arranged with the Fire Dept., either before or after the training week. Staff noted that the CSTI training is "hands-on" and involves the steps needed to respond to a major catastrophe. Iringan noted that Mr. Mejia is working on obtaining his visa and already has the necessary funding. Staff stated, should time constraints become a problem, the next available training dates are April 11 – 15. She also noted that the course another offered in the fall that provides SIMS training, and that may be a more relevant course, according to Milpitas Battalion Chief Silva. Staff noted that she needs the form that she e-mailed to Dagupan representatives to be filled out and returned. Iringan stated he will follow-up.

#### **5. HUIZHOU CITY, CHINA: SISTER CITIES RELATIONSHIP MILPITAS-TO-HUIZHOU CULTURAL EXCHANGE: APRIL 16 – 24, 2005**

Chair Grilli stated he met with Mr. Johnson Shi, Mr. Frances Chien and staff on January 10, to develop an itinerary and determine trip expenses. He reviewed the following: Milpitas students and adults would arrive in Hong Kong on a Sunday, then travel into Mainland China; Monday, Tuesday and Wednesday would be in Huizhou; Thursday as a travel day; Friday and Saturday in Beijing; fly home on Sunday. The group will tour Huizhou's cultural areas, as well as having the opportunity to visit Beijing and the Ming Tombs, Wall of China, and Forbidden City. The cost for adults is estimated at \$1,700 and for students \$1,100. Huizhou is requesting that the Mayor arrive a few days before the group in order to attend a Digital Fair, to be held April 13 – 15. There will be ten students attending, most of whom are MHS seniors. So far there are eight adults have expressed interest in attending.

Commissioner Swiger asked if a gift had been decided. Chair Grilli replied it had not yet been determined. Commissioner Garcia noted that a key to the city is nice during a first visit. Discussion followed and it was determined that: 1) Key to the City plaque is most appropriate when sister city visits Milpitas; 2) One viable gift is to frame the SCI certificate that acknowledges Huizhou's official relationship with Milpitas; 3) Chair Grilli will talk with Mr. Chien about gift protocol in the Chinese culture and he will also check with Principal Chuck Gary regarding involving the school Art Dept. Staff noted that a focused itinerary is needed at least one month prior to departure and suggested that there should be an orientation. Chair Grilli stated that there would be an orientation for students with optional attendance for adults. Staff asked about travel and cancellation insurance. Garcia noted that insurance had been obtained before through SCI. Iringan noted the importance of gifts in the Asian culture. Staff noted that the budget for each sister city is \$2,600 and the only funds spent so far for Huizhou were for the engraved plaque of the MOU presented to Vice Mayor Xu in October 2004. Chair Grilli noted that Mr. Chien's group might want to assist with a gift. Staff replied that City Council

established a budget to support the official relationships, which includes official city-to-city gifts that actually belong to the people of a recipient city.

## **6. TSUKUBA CITY, JAPAN: SISTER CITIES RELATIONSHIP**

Commissioner Garcia stated she received word from the organizing teacher that the trip to Hiroshima will not happen this year. She noted that Tsukuba has a new mayor. She received e-mails that they are currently recruiting for eight students. Tsukuba contacts believe target dates for the visit would be August 20 – 27 (Tuesday – Tuesday). They have asked for dates that Milpitas would like to visit Tsukuba. Commissioner Garcia asked if the applications are on the Milpitas city website and staff responded yes. Regarding the Tsukuba-to-Milpitas visit, staff noted that a visit beginning and ending on a Tuesday would preclude the students from attending the City Council meeting. Garcia noted that this visit would focus on the students whereas the adult visits every five years would focus more on events such as City Council meetings. The visit this year will include one teacher and eight students. Commissioner Arefi asked if the age limit is junior high students. Commissioner Garcia said yes, however in Tsukuba, junior high age includes students at our ninth grade level.

## **7. EUROPEAN SISTER CITY RESEARCH**

Commissioner Arefi reported that the Italian Consulate in San Francisco had asked about the type of city that interests Milpitas. Arefi had responded that Milpitas is interested in a city similar in size, in a commercial or industrial part of the country. Chair Grilli asked if there was interest in researching cities in France and Germany that are posted on the SCI website under the 'cities seeking cities' category. Arefi replied that he had not fully researched this avenue and that the German city might be a better fit, although both cities look promising. Chair Grilli asked about contacting these cities. Arefi noted that he thought there might possibly be more interest in an Italian city as there is a large amount of Milpitas residents of Italian heritage. However, if cities in other countries express more interest, then these could be considered as well. Iringan stated that he does not see why there needs to be a European sister city when there are already other cities that Milpitas has established a relationship with and that he thinks there is not a wide European heritage in Milpitas. Chair Grilli and Garcia stated that there is community support for a sister city in Europe, and Milpitas' population indicates a large portion of residents of European heritage. Chair Grilli noted that even if the area is not indigenous to people of Milpitas, it could still be successful like Tsukuba. Councilmember Livengood stated that there is a benefit to having a European sister city and that it is a good idea, but local support is important. He stated that it is worth looking at a wide geographical area and that the City Council would be supportive of this idea. Garcia pointed out that some cities have a sister city from each continent. Arefi will perform further research and provide another report at the February meeting.

## **8. 2005 WORK PLAN REVIEW**

Staff distributed the first working version of the workplan, noting her appreciation that the commission is flexible to changing conditions with the relationships. Her primary concern is making sure to complete a report to the City Council on Dagupan by April 15, 2005, which is required per the MOU. If the commission would like to continue this sister city relationship, they would need to make a recommendation to the City Council. This item will be discussed further at the next meeting.

## **XI. CITY COUNCIL LIAISON REPORT**

Councilmember Livengood reported that a new City Council was sworn in on December 7, 2004. The City Manager resigned in December 21, 2004, and Chief Lawson was appointed as the Acting City Manager, until a new City Manager is recruited. He also noted that commission assignments were established and he will continue as Council Liaison to the Sister Cities Commission and looks forward to working with them in 2005.

## **XII. FUTURE AGENDA ITEMS**

1. Milpitas Sister Cities Association – Report
2. Sister City Relationships/Cultural Exchanges:
  - a. Tsukuba City, Japan
  - b. Dagupan City, Philippines
  - c. Huizhou City, China
3. City of Comarnic, Romania – Request
4. European Sister City Research – Report
5. 2005 Work Plan Update – Updates, as needed

## **XIII. Adjournment**

No further business was discussed and the meeting adjourned at 8:27 p.m. until the next regularly scheduled meeting on February 24, 2005.

**MOTION** to adjourn.

M/S: Garcia/Grilli                      Ayes: All

Respectfully Submitted,

Holly Cuciz  
Recording Secretary

Leslie Stobbe  
Public Information Specialist

**UNAPPROVED MINUTES  
CITY OF MILPITAS  
SISTER CITIES COMMISSION**

**Minutes:** Rescheduled Meeting of Sister Cities Commission (SCC)  
**Date of Meeting:** Thursday, February 24, 2005  
**Place of Meeting:** Milpitas City Hall, 455 E. Calaveras Blvd., Community Conference Rm.

**I. Roll** Vice Chair Arthur called the meeting to order at 7:00 p.m.

Commissioners/Alternates Present: Arthur, Chahal, Garcia, Iringan, Mateo, and Swiger  
Commissioners Absent: Arefi, Downey, Grilli  
City Council Liaison Absent: Bob Livengood  
MUSD Liaison Absent: Marsha Grilli

**II. Alternates** Alternate Mateo was seated.

**III. Pledge** Vice Chair Arthur led the Commission in the Pledge of Allegiance.

**IV. Minutes** **MOTION** to approve the Minutes of January 27, 2005.

M/S: Garcia/Swiger Ayes: All

**V. Agenda** **MOTION** to approve the February 24, 2005, agenda.

M/S: Garcia/Swiger Ayes: All

**VI. Announcements/Correspondence**

Staff announcements: 1) Councilmember Livengood will not be attending this evening due to illness; 2) Staff received a call from Mr. Guy Bello regarding interest in a sister city relationship from Candon City, in the province of Ilocos Sur, Philippines. He is a San Jose resident and member of Candonians of Northern California. He noted that there are CNC members that reside in Milpitas.

**VII. Citizen's Forum**

Mareile-Angy Ogle from the Arts Commission noted that the commissioners decided that they would like to occasionally visit other commissions to learn about how they function. She thanked the SCC for their time.

## **VIII. New Business**

### **1. CITY OF COMARNIC, ROMANIA**

Staff noted that at the prior meeting there was some discussion that Commissioner Arefi would be interested in researching this city. Staff recommends tabling the item until the March meeting when Arefi should be present. By consensus, item was tabled.

## **IX. Old Business**

### **2. MILPITAS SISTER CITIES ASSOCIATION**

Commissioner Garcia stated that Chair Grilli had notified her that he resigned as President of the association. The association has finally achieved 501C3 status, however, there is a need for a president, possibly a treasurer and eventually additional members. Garcia noted that they are looking for people from the community willing to fill these positions. If anyone is aware of interested parties, please inform Chair Grilli.

### **3. DAGUPAN CITY, PHILIPPINES: SISTER CITY RELATIONSHIP**

Staff distributed new binders and asked the commissioners to review the proposed rating format with the existing Focus Areas & Criteria to Establish Sister City Relationships. Staff noted that most Criteria items (A through F) apply at least once to Dagupan, but will not always apply for each city because of the nature of the relationships with various cities. Staff reiterated the need for an objective way to evaluate sister city relationships. She also noted the need to compare the MOUs to the SCC's established Focus Areas. She stated that there needs to be a specific way to show that the majority of the commissioners have evaluated the relationship, and the proposed rating format is in hardcopy so it may be signed and dated. Staff requested that commissioners provide a hardcopy of rating sheets showing their evaluation of Dagupan with their signature and date. She will use this information as the core data to prepare the agenda request summary to the City Council for the commission's recommendation regarding Dagupan. She asked the commissioners to be specific in either recommending or not recommending the relationship along with detailed reasons. She reviewed other sister cities agreements and noted that some do not contain an end date; the agreement simply states that the relationship would end "upon mutual agreement."

Commissioner Iringan stated that the process is fine with him and he did another evaluation himself. He formed a subcommittee consisting of Chair Arthur and Commissioners Swiger and Mateo to provide additional information for evaluation of Dagupan. Staff stated that if a meeting were called with four or more commissioners without staff issuing a formal agenda, then those commissioners would be in violation of the Brown Act. Iringan stated that he had sent out e-mails to select the subcommittee, and did not have an online meeting. Staff noted that conducting individual phone conversations is okay. Iringan noted that he thinks it is good to have guidelines to review sister city relationships. He also noted that the relationship with Dagupan has been a government-to-government relationship, which he believes fulfills the requirement. The commission accepted the form and agreed to send it to staff by Friday.

Iringan noted that the Dagupan Association of California has a new President and he will provide the name at a later date. As an update, Iringan stated that Mr. Robert Erfe-Mejia was unable to secure the non-immigrant visa to attend the emergency preparedness

training, however Dagupan representatives requested that he be invited to attend the training in April. The visa process is being reinstated. Staff noted that Mayor Esteves asked staff to help expedite this process. Staff will update the invite letter and include it in a fax to the U.S. Consulate in Manila as well as Mayor Lim.

**4. HUIZHOU CITY, CHINA: SISTER CITIES RELATIONSHIP  
MILPITAS-TO-HUIZHOU CULTURAL EXCHANGE: APRIL 16 – 24, 2005**

Chair Grilli asked Commissioner Garcia to report on this item in his absence. Garcia noted that Grilli has an itinerary as previously discussed and noted in the minutes of January 27, 2005. Garcia reviewed the itinerary and discussed gifts. She noted that the Milpitas High ceramics instructor has been asked by the Principal to make a piece of art with the city colors and the Minute Man on it. The city colors are blue and gold. The teacher contacted staff and the message to him was that he had a \$300 budget and staff will provide the materials for the city seal. The total budget for the visit to Huizhou is estimated at \$1,125, however not all costs are available. Staff will present a final budget at the March meeting. Garcia then reported that Milpitas delegates would give Huizhou a Milpitas city flag and a Sister Cities International framed document. She noted that Mr. Frances Chien had stated that Milpitas delegates will be in close contact with 10 to 15 officials during the visit and Grilli suggested providing a gift upon meeting each official. It is recommended to present a History of Milpitas book. Garcia noted that this is a nice gift due to the number of pictures for people to view who do not read English. Garcia will inform Grilli about obtaining travel insurance through the Sister Cities International website. Vice Chair Arthur also noted that all the Chinese adults like multiple vitamins for a souvenir. It was suggested that the history book and vitamin supplements could be combined in a gift bag. Staff will check to see if any gold bags remain in City stock. Staff expressed Mayor Esteves' regrets that he is unable to participate with this visit due to his need to attend the City Council meeting on April 17, 2005. Staff is also unable to attend. Vice Chair Arthur noted that there are six (6) adults and nine (9) students scheduled to participate. A discussion followed regarding flight costs: research is ongoing; costs are not yet final; Chair Grilli will release a report before the next meeting.

**5. TSUKUBA CITY, JAPAN: SISTER CITIES RELATIONSHIP  
MILPITAS-TO-TSUKUBA CULTURAL EXCHANGE: JUNE 17 – 26, 2005  
TSUKUBA -TO-MILPITAS CULTURAL EXCHANGE: AUGUST 16 – 23, 2005**

Vice Chair Arthur noted a correction in the dates for the visits to and from Tsukuba. The Milpitas to Tsukuba cultural exchange will take place from June 17<sup>th</sup> – 26<sup>th</sup>. The Tsukuba to Milpitas cultural exchange will take place from Aug. 16<sup>th</sup> – 23<sup>rd</sup>. So far, the Vice Chair has only received five applications from students, three (3) females and two (2) males. There are no adults who have expressed an interest yet. Vice Chair Arthur is requesting another commissioner other than herself to visit this year, and to let her know if any adults are able to attend. She noted that Tsukuba is looking for three Junior High students to be e-mail partners (1 male, 2 females). She will contact the school district for interested students. Staff suggested writing an article for the middle school newsletters.

Vice Chair Arthur also noted that Tsukuba is sending eight (8) students to visit in August. Commissioner Garcia noted these dates would work well because it's right before students go back to school on August 29. Vice Chair Arthur stated that she needs to inform Tsukuba of the final numbers of students and adults by March 28. She again noted that there are currently only five students who are visiting Tsukuba so far. Staff suggested checking with students who have visited Tsukuba in the past. Garcia will give Vice Chair Arthur the list of students for her follow-up with students and parents. She will also check with the parents of the five students to see if they are interested in



attending. Also, she will check with them to see if they could host a student in August. Garcia noted that she would be hosting a student. Staff requested a clarification as to who is the lead for this exchange. The Vice Chair said she will be lead for both visits.

## **6. DAET CITY, PHILLIPINES**

Commissioner Mateo distributed information about Daet City. She noted that it is a very small city in a remote northern area of the Philippines. She stated that the name of the Mayor who originally wrote to Milpitas is different than the name listed on their website. She did note that they had an election last May and perhaps their website was not updated – also, there is no contact address listed. Staff noted that Mayor Sarion had contacted Milpitas in the past, and then pulled away after doing a resolution and offering other information. She believed they pulled back because Sarion had fallen out of favor and then did not win the election. Vice Chair Arthur asked if there is a limit to the number of cities in the same country that Milpitas can have as sister cities. Staff replied no. Vice Chair Arthur noted concerns about the budget in having more than one city in the same country. Mateo noted that Daet City is a seven-hour drive from Manila on some undeveloped roads in a mountainous region. Vice Chair Arthur noted concern about driving on these roads. Commissioner Swiger stated that the commission should not prolong a response and that we should inform them that we probably are not interested. Commissioner Iringan noted that the area is very rural based on Mateo's evaluation. Mateo noted that in her personal opinion she would not recommend Daet City. Commissioner Garcia stated that they have only made initial contact and do not appear to be extremely motivated at this point. Mateo noted the need to look at mutual giving and is Milpitas compatible with this city. Staff noted the need to look at whether or not this city fits the majority of criteria for a sister city as stated in the commission's established Focus Areas & Criteria to Establish Sister City Relationships, and she is hearing that it does not. Iringan made a recommendation to acknowledge their interest and decline the sister city relationship.

**MOTION** to decline sister city relationship with Daet City.

M/S: Iringan/Chahal

Ayes: All

## **7. EUROPEAN SISTER CITY RESEARCH**

Commissioner Iringan will report on this item in Commissioner Arefi's absence. Currently he only has information on Italy. Iringan noted that Arefi sent a letter to the Italian consulate. He noted that the County's Sister County Commission had a chance to speak with the Vice Council of the Italian consulate. Iringan also noted that he and Arefi had met with Karen Serpa who is a staff member supporting this commission. Iringan suggested that if the SCC is interested in pursuing a sister city in Italy, that it should choose a city in the Province of Florence as Santa Clara County already has a relationship with the Province of Florence. The next step would be to determine what kind of relationship the city would like. Iringan also noted that the Italian delegation is visiting the county at this time. Commissioner Garcia asked if the delegation had any suggestions. Iringan stated that they need to know the specific type of relationship, i.e. business, cultural, tourism, etc. Garcia proposed a cultural exchange relationship, one that may not necessarily include formal student exchanges, and that this type of sister city relationship could be coordinated with the Arts Commission. Iringan noted that there is a strong Italian American Association in Santa Clara County and if the SCC would like to pursue this, then they could work with the county's commission. Garcia stated that she thinks that is a great suggestion. Iringan noted that he would work with Arefi on this. Iringan stated that he would like to invite Karen Serpa to the SCC meeting in March.

Commissioner Swiger suggested a friendship relationship. Staff stated that she recalled that Sister Cities International (SCI) defines a sister city relationship differently than a friendship city relationship, and that if it's called a friendship city then SCI will not recognize the friendship as a formal sister city relationship. Swiger acknowledged this and stated that he would like to see the promotion of tourism furthered between Milpitas and an Italian city.

## **8. DRAFT 2005 WORK PLAN REVIEW**

Based on discussions tonight, staff will provide updates at the March meeting.

## **XI. CITY COUNCIL LIAISON REPORT**

No report

## **XII. FUTURE AGENDA ITEMS**

1. Milpitas Sister Cities Association – Update
2. Sister City Relationships/Cultural Exchanges:
  - a. Tsukuba City, Japan
  - b. Dagupan City, Philippines
  - c. Huizhou City, China
3. City of Comarnic, Romania – Request
4. Italian Sister City Research – Report
5. 2005 Work Plan Update – Updates, as needed

## **XIII. Adjournment**

No further business was discussed and the meeting adjourned at 8:28 p.m. until the next regularly scheduled meeting on March 24, 2005.

**MOTION** to adjourn.

M/S: Garcia/Swiger

Ayes: All

Respectfully Submitted,

Holly Cuciz  
Recording Secretary

Leslie Stobbe  
Public Information Specialist

**UNAPPROVED MINUTES  
CITY OF MILPITAS  
SISTER CITIES COMMISSION**

**Minutes:** Rescheduled Meeting of Sister Cities Commission (SCC)  
**Date of Meeting:** Thursday, March 24, 2005  
**Place of Meeting:** Milpitas City Hall, 455 E. Calaveras Blvd., Community Conference Rm.

**I. Roll** Vice Chair Arthur called the meeting to order at 7:00 p.m.

Commissioners/Alternates Present: Arefi, Arthur, Chahal, Downey,  
Garcia, Grilli  
Commissioners Absent: Iringan, Mateo, Swiger  
City Council Liaison Present: Bob Livengood  
MUSD Liaison Present: Marsha Grilli

**II. Alternates** Alternate Arefi was seated.

**III. Pledge** Chair Grilli led the Commission in the Pledge of Allegiance.

**IV. Minutes** **MOTION** to approve the Minutes of February 24, 2005.

M/S: Garcia/Chahal Ayes: All

**V. Agenda** **MOTION** to approve the March 24, 2005, agenda.

M/S: Garcia/Chahal Ayes: All

**VI. Announcements/Correspondence**

Staff announced the Sister Cities International conference in Spokane, Washington in June and offered the brochure to interested commissioners. Commissioner Garcia stated she might have an opportunity to attend. Staff stated that she was as yet unavailable to write a letter to Daet, Philippines, but that she would make time for this in the coming month.

**VII. Citizen's Forum**

None attending.

**VIII. New Business**

**1. RECOGNITION OF COMMISSIONERS' 2004 SERVICE & ACHIEVEMENTS**

Commissioner Grill distributed certificates of recognition to each commissioner. The City Council provided these certificates as recognition for the commissions' service to the community. Also, the Commissioners' Recognition Dinner will be held on Wednesday, April 20, 2005, at the Milpitas Embassy Suites Hotel, 901 E. Calaveras Blvd. Social time begins at 6:30PM and the dinner begins at 7PM.

## **2. FOURTH OF JULY PARADE PARTICIPATION REQUEST**

Staff notified the commission about the plans for the parade and asked if any commissioners would like to participate. Some ideas included marching in the parade with flags from each sister city and staff asked if anyone would like to volunteer. MUSA Liaison Marsha Grilli volunteered to coordinate the commission's representation. Commissioner Garcia volunteered to assist with Japanese traditional dress. It was noted that Commissioner Mateo should be asked if Filipino dress might be borrowed.

## **IX. Old Business**

### **3. MILPITAS SISTER CITIES ASSOCIATION**

Staff explained that the deadline to declare a president, treasurer and secretary is April 4, 2005. A \$50 fine will be assessed against the association if names cannot be provided to the state's Department of Corporations by then. Also, once names are provided, references to past organizers will be removed. Discussion followed regarding the benefit of maintaining this status as a non-profit organization. Garcia stated she would look for new appointees within the community. She asked Francis Chien if he would check with members of the Huizhou-Milpitas Committee. He replied affirmative. It was decided that the fine was relatively small and that, if incurred, it would allow more time to select potential leaders and board members for the association.

### **4. DAGUPAN CITY, PHILIPPINES: SISTER CITY RELATIONSHIP**

Staff reviewed the evaluation method, which rated the commission's Focus Areas & Criteria to Establish Sister City Relationships, and the results. Based upon the tally method, and excluding possible points from two non-responding commissioners, there is a 76% achievement rating. Staff further noted that this is not based on a "Bell curve." Had it been calculated using that method, the achievement rating would be in the high 80 percentile. Chair Grilli noted that he would attend the City Council meeting on April 5, 2005, to present the commission's recommendation, upon its approval tonight, to continue this sister city relationship for another two years. Discussion followed regarding the need to modify the Memorandum of Understanding (MOU) text to reflect the ongoing intent of both cities for this relationship. It was noted that the current MOU states possible student and/or civic cultural exchange visits. This work has not occurred, and consensus was that this relationship was working well as a municipal information sharing exchange.

**MOTION** to recommend to City Council that the Sister City Relationship with the City of Dagupan, Philippines, be continued for another two years.

M/S: Garcia/Arefi

Ayes: All

**5. HUIZHOU CITY, CHINA: SISTER CITIES RELATIONSHIP  
MILPITAS-TO-HUIZHOU CULTURAL EXCHANGE: APRIL 16 – 24, 2005**

Staff distributed and reviewed the budget for this sister city exchange. Total estimated costs are \$1,950. Arthur noted that she had already incurred expenses over the budgeted amount for the adult gift bags. This exceeded the estimated amount. Staff responded that she would try to make this change with the City Clerk's Office. However, the agenda request summary process required earlier submission (before this meeting). If the change could not be made, staff stated that there are sufficient funds in the current operating budget to provide for this cost. Also, there is a small contingency, should this be needed to apply for reimbursed expenses. Chair Grilli stated he would attend the City Council meeting on April 5, 2005, to present the request, if needed.

**6. TSUKUBA CITY, JAPAN: SISTER CITIES RELATIONSHIP  
MILPITAS-TO-TSUKUBA CULTURAL EXCHANGE: JUNE 17 – 26, 2005  
TSUKUBA -TO-MILPITAS CULTURAL EXCHANGE: AUGUST 16 – 23, 2005**

General discussion followed regarding preparations for students and adults of the Milpitas delegation visit to Tsukuba in June. Vice Chair Arthur stated that the orientation meeting is scheduled for Fri., May 20, 2005, in the Committee Conference Room. Staff scheduled the room from 5PM to 7:30PM. Vice Chair Arthur will announce a starting time to the families.

**7. EUROPEAN SISTER CITY RESEARCH**

Commissioner Arefi reported that he is working with Karen Serpa who is a staff member supporting the County's Sister County Commission. As noted before, the County has a sister city relationship with the Province of Florence. The commission would like to move forward in pursuing a sister city relationship with a somewhat similar city in that province. Commissioner Arefi noted that he would invite Karen Serpa to attend the commissions meeting in April.

**8. DRAFT 2005 WORK PLAN REVIEW**

Updates were not provided at this meeting.

**XI. CITY COUNCIL LIAISON REPORT**

No report

**XII. FUTURE AGENDA ITEMS**

1. Milpitas Sister Cities Association
2. Sister City Relationships/Cultural Exchanges:
  - a. Tsukuba City, Japan
  - b. Dagupan City, Philippines
  - c. Huizhou City, China
3. Italian Sister City Research
4. 2005 Work Plan Update, as needed

### **XIII. Adjournment**

No further business was discussed and the meeting adjourned at 8:20 p.m. until the next regularly scheduled meeting on April 28, 2005.

**MOTION** to adjourn.

M/S: Garcia/Chahal

Ayes: All

Respectfully Submitted,

Holly Cuciz  
Recording Secretary

Leslie Stobbe  
Public Information Specialist

**UNAPPROVED MINUTES  
CITY OF MILPITAS  
SISTER CITIES COMMISSION**

**Minutes:** Meeting of Sister Cities Commission (SCC)  
**Date of Meeting:** Thursday, April 28, 2005  
**Place of Meeting:** Milpitas City Hall, 455 E. Calaveras Blvd., Community Conference Rm.

**I. Roll** Chair Grilli called the meeting to order at 7:00 p.m.

Commissioners/Alternates Present: Arefi, Arthur, Garcia, Grilli, Mateo, Swiger  
Commissioners Absent: Chahal, Downey, Iringan  
City Council Liaison Present: Bob Livengood  
MUSD Liaison Present: Marsha Grilli

**II. Alternates** Alternates Arefi & Mateo were seated.

**III. Pledge** Chair Grilli led the Commission in the Pledge of Allegiance.

**IV. Minutes** **MOTION** to approve the Minutes of March 24, 2005.

M/S: Garcia/Grilli Ayes: All

**V. Agenda** **MOTION** to approve the April 28, 2005, agenda.

M/S: Garcia/Arthur Ayes: All

**VI. Announcements/Correspondence**

Staff stated that the letter for the City of Daet, Philippines is ready for Chair Grilli's signature. Copies will be placed in the May agenda packet.

**VII. Citizen's Forum**

None attending.

**VIII. Old Business**

**1. CITY OF COMARNIC, ROMANIA**

Staff noted that there was no further contact since the submittal of the sister cities application in November 2004. Chair Grilli asked if staff could make contact once more requesting if the city is still interested; he then suggested that this item should be continued to the next meeting and if staff has not had any contact by the May meeting, then this item should be removed from the agenda. Commissioner Swiger suggested removing the item from the agenda now as the commission has a full plate and is working

on a sister city in Italy. Commissioner Garcia stated that she thought it would be good to give a little more time. Staff stated that if no response was received by the May meeting, then the commission could remove this item from the agenda.

## **2. MILPITAS SISTER CITIES ASSOCIATION**

Commissioner Garcia noted that she not received a response from Francis Chien about assistance with the Milpitas Sister Cities Association. Staff asked Commissioner Mateo to help find someone within the Philippine group that might be willing to be on the association and assist with fund raising. Chair Grilli had suggested contacting the Halili's to see if they were interested. Commissioner Mateo will make the contact. Staff noted that at a bare minimum, there needs to be a President, Treasurer, and Recording Secretary, as well as a minimum of two people to participate on the board. Staff noted that a \$50 fine is now owed because the filing date to name the new members has passed. Commissioner Garcia volunteered to pay the \$50 fine if the commissioners will help to find people to participate on the association. Vice Chair Arthur also offered assistance in paying the \$50 fine. Staff noted the need to file and resolve this issue quickly and move forward with starting the association.

## **3. DAGUPAN CITY, PHILIPPINES: SISTER CITY RELATIONSHIP**

Staff noted that the visit from Mr. Robert Erfe-Mejia, Chief of the Public Order & Safety Office of Dagupan, was very successful. Mr. Erfe-Mejia attended the emergency training and met with Mayor Esteves. Also, he asked staff to convey his thanks to the commission and City Council. He was pleased to hear that the City Council had extended the sister city relationship with Dagupan for two years. Staff noted that this approval carries that relationship through April 5, 2007. Staff's understanding is that the purpose of the next two years is to begin to explore how the commission would like a longer term MOU to be worded for recommendation in 2007, so that it accurately reflects the desires of both cities. Commissioner Swiger noted that he is satisfied with two-year segments for the MOU and he may want to suggest revisions to the MOU.

Chair Grilli noted that the issue is not the government-to-government relationship, rather, the problem is the current MOU talked about other hypothetical parts of the sister city relationship. Grilli does not have a problem with a longer term MOU, but text may need to be changed regarding a cultural exchange and whether or not this will happen. Grilli noted that if the MOU suggests a cultural exchange, then this needs to actually happen. Vice Chair Garcia also noted exploring Dagupan's future goals for the relationship. Staff noted a more direct connection as Mrs. Halili is on the Dagupan Sister City Commission. She lives in Milpitas, however, she travels occasionally to Dagupan. Staff noted the possibility of video conferencing for a joint commission meeting if possible, although preparation would need to be made as well as working out a reasonable time. Garcia also asked about a phone conference – she thought that might work better if Dagupan does not have the video conferencing technology. Commissioner Arefi stated that the commission has not yet not heard from Dagupan on what they may want to focus on in addition to the government-to-government activities. Garcia noted that when Dagupan representatives visited in October, a person was with them who worked for the schools and suggested a pen pal exchange; she noted that this could be a good starting point. Arefi noted that we have two years to work on it and this is not urgent.



**4. HUIZHOU CITY, CHINA: SISTER CITIES RELATIONSHIP  
MILPITAS-TO-HUIZHOU CULTURAL EXCHANGE: APRIL 16 – 24, 2005**

Staff distributed a report to the commissioners titled “Milpitas – Huizhou Exchange Summary April 2005” from Commissioner Grilli. It highlighted points of interest in Huizhou and Beijing. Grilli stated that the visit went very well and that much was learned about Milpitas’ newest sister city. One area for improvement of the student exchange element would be to communicate a desire to increase the overnight stay with host families. Commissioner Swiger asked what the remaining budget balance is for Huizhou. Staff responded that there is approximately \$600 remaining and she will bring a resolution of expenses to the May meeting.

**6. TSUKUBA CITY, JAPAN: SISTER CITIES RELATIONSHIP**

**MILPITAS-TO-TSUKUBA CULTURAL EXCHANGE: JUNE 17 – 26, 2005**

Vice Chair Arthur distributed an itinerary and trip costs. She noted that Tsukuba has five students (four girls, two boys) that will visit in August with the possibility of one more. Staff said it’s okay to send one more as long as a host family is found. Arthur noted that the approximate student cost for the visit from Milpitas to Tsukuba is \$425 and for adults the cost is \$861- these costs include airfare. The visitors to Tsukuba will be staying at the cabin for 8 days and the costs noted include some meals. Staff noted that \$607.43 is remaining in the budget for the trip to Tsukuba to be spent as the commission feels is appropriate. After paying Jeff Albright \$350 for the vase, then \$257.43 remains for reimbursement. Commissioner Garcia noted that during the last trip, students took their own gifts to the families they stayed with and that adults can take a personal gift. Arthur suggested the purchase of five gifts for Tsukuba’s commissioners using the remaining \$257.43. She also noted that in 2006, Tsukuba is planning a ten year celebration of our sister city relationship. Arthur asked about ideas for the ten-year celebration. The commission will discuss this at the May meeting. Garcia noted that it would nice to invite all past participants to take part in any celebration. Garcia has the older lists of participants and she suggested a barbeque for the celebration. She also noted that pictures from the past could be posted as well as some “then & now” pictures. Staff noted that the need for a larger budget for this special celebration. Grilli asked what Tsukuba may want for the celebration. Arthur mentioned that she has not discussed this with them yet. Staff suggested mentioning the idea to Tsukuba to see if students from past visits could come here for the reunion. MUSD representative Grilli suggested making a large poster board for the “then & now” pictures. Commissioner Swiger asked about some sort of recognition from Sister Cities International for the successful 10-year relationship. Staff will follow-up on this issue.

**TSUKUBA -TO-MILPITAS CULTURAL EXCHANGE: AUGUST 16 – 23, 2005**

MUSD representative Grilli noted that she had spoken with two principals in order to work on a plan to market the Tsukuba visit. Commissioner Garcia noted that the 10-year anniversary celebration could be used as a marketing tool and perhaps former students could be requested to attend middle schools and speak about the Tsukuba visit. Grilli noted that commissioners could have a table at back-to-school nights as well. Commissioner Arefi asked about including high school students. Chair Grilli responded that the ages corresponding with this relationship best fit our middle school and that we now have, with Huizhou, the opportunity for student exchange at the high school level.

## **7. EUROPEAN SISTER CITY RESEARCH**

Commissioner Arefi reported that Karen Serpa was unable to attend this evening. Arefi spoke with Sister County Commissioner Duilio Peruzzi about Milpitas. Arefi noted that Mr. Peruzzi had visited the Florence Province Commission recently and they will be visiting Santa Clara County on May 5<sup>th</sup>. Mr. Peruzzi noted that the Florence County commission will be bring suggestions for a possible sister city for Milpitas. Arefi noted that Mrs. Serpa and Mr. Peruzzi are very optimistic about a sister city for Milpitas in Florence Province, Italy. Arefi also invited Mr. Peruzzi to attend the Milpitas Sister City Commission meeting in May along with Mrs. Serpa.

## **8. DRAFT 2005 WORK PLAN REVIEW**

Staff noted the updates, which she distributed to the commission.

## **XI. CITY COUNCIL LIAISON REPORT**

Council member Livengood noted that many commissioners were unable to attend the Commissioners Recognition dinner last week and they were missed. He noted that all commissioners should have received their Recognition Certificate. He also noted a new event taking place called the "Taste of Milpitas", which is scheduled for May 21<sup>st</sup>, and will be held behind McCarthy Ranch. This is a venture between the Chamber of Commerce and the City of Milpitas.

## **XII. FUTURE AGENDA ITEMS**

1. City of Cormarnic, Romania
2. Milpitas Sister Cities Association
3. July 4<sup>th</sup> Parade
4. Sister City Relationships/Cultural Exchanges:
  - a. Tsukuba City, Japan
  - b. Dagupan City, Philippines
  - c. Huizhou City, China
5. Italian Sister City Research receive guests.
6. 2005 Work Plan Update, as needed
7. Cancel Nov. Dec. 2006

## **XIII. Adjournment**

No further business was discussed and the meeting adjourned at 8:14 p.m. until the next regularly scheduled meeting on May 26, 2005.

**MOTION** to adjourn.

M/S: Garcia/Grilli

Ayes: All

Respectfully Submitted,

Holly Cuciz  
Recording Secretary  
Page 4 of 4

Leslie Stobbe  
Public Information Specialist  
Sister Cities Commission Minutes

April 28, 2005

**UNAPPROVED MINUTES  
CITY OF MILPITAS  
SISTER CITIES COMMISSION**

**Minutes:** Meeting of Sister Cities Commission (SCC)  
**Date of Meeting:** Thursday, May 26, 2005  
**Place of Meeting:** Milpitas City Hall, 455 E. Calaveras Blvd., Community Conference Rm.

**I. Roll** Chair Grilli called the meeting to order at 7:13 p.m.

Commissioners/Alternates Present: Arefi, Arthur, Garcia, Grilli, Iringan, Swiger  
Commissioners Absent: Chahal, Downey, Mateo  
City Council Liaison Absent: Bob Livengood  
MUSD Liaison Absent: Marsha Grilli

**II. Alternates** Alternate Arefi was seated.

**III. Pledge** Chair Grilli led the Commission in the Pledge of Allegiance.

**IV. Minutes** **MOTION** to approve the Minutes of April 28, 2005, as amended under the Tsukuba item noting that the cost does not include airfare.

M/S: Garcia/Swiger Ayes: All

**V. Agenda** **MOTION** to approve the May 26, 2005, agenda, including moving item seven to the beginning of the agenda.

M/S: Garcia/Iringan Ayes: All

**VI. Announcements/Correspondence**

Staff announced that the agenda packets included a letter to the City of Daet of which staff has not yet received a response. The packet also included the commission's attendance record. Staff noted that the by-laws state that a member or alternate may be considered for removal from the commission if there are three or more unexcused absences in a twelve month period. Chair Grilli asked for a definition of excused absence. Staff noted that it was her understanding that an excused absence is one that is approved by the Chair. Chair Grilli's recollection was that it is an excused absence if due to sickness or is unavoidable. Commissioner Swiger asked if the City Council receives the attendance record and how often. Staff noted that the City Council does receive attendance records and will confirm the schedule. Staff stated that any desired further discussion requires this item be placed on the commission's agenda for formal discussion.

## **VII. Citizen's Forum**

None attending.

## **VIII. Old Business**

### **1. CITY OF COMARNIC, ROMANIA**

Chair Grilli asked for commission feedback on determining the next steps for a response. Staff noted that Mayor Esteves has not yet responded to Mayor Botoaca's letter, which is a decision based on the e-mail conversation with Angela Nasulea, spokeswoman for the City of Comarnic. Staff noted that the commission would need to determine if there is interest in establishing a lead commissioner and moving forward with research for this, but should follow the focus areas and criteria. Commissioner Garcia noted her concern about a possible lack of support from the community. She also stated that the commission is now busy focusing on Italy and looking for community support. She is not aware of a Romanian community within Milpitas. Vice Chair Arthur concurred with Garcia. Staff noted that the commission is essentially the gauge of the community and it is within their charge to determine if community support exists. Grilli stated that perhaps the commission should try to define what this city is interested in, however he noted that this would require significant effort and he's not sure the resources or support are available. He noted that on a practical level, the commission should probably not pursue this, but he is open to other suggestions. Garcia concurred and stated that she does not like turning down any city, however there are limited resources. Garcia suggested a response stating that at this time Milpitas is unable to pursue their application, but this does not preclude the possibility of pursuing it a later date. Commissioner Arefi concurred with Grilli and Garcia and stated that the commission needs to respond quickly. Grilli asked if there is a commissioner that would like to investigate this issue - there was no interest shown.

**Motion** to send a letter to the City of Cormanic, Romania, respectfully declining their request for a sister city relationship. There are concerns about a lack of resources and community support; however, the letter should note that Milpitas might be open to reconsidering in the future or if circumstances change.

M/S: Garcia/Iringan

Ayes: All

### **2. MILPITAS SISTER CITIES ASSOCIATION**

Garcia has not received any response from anyone interested in participating on the board. She noted the need to seriously consider the fact that this item has been an issue for a significant amount of time, with several attempts to obtain community support, which has not materialized. She is concerned that the City Council was informed that the commission would pursue formation of a non-profit association. She further stated that there are sufficient community volunteers willing to support individual relationships and city events, but do not want to commit to the time and requirements of a formal association. Garcia then suggested that no further work be conducted and that the association be disbanded. Staff noted that the \$50 fine only needs to be paid if the association was to continue. Staff stated that if the association is discontinued, then she

would inform the city attorney's office and they would then send the appropriate documentation to the Department of Corporations. Staff noted that a report to City Council would be necessary and she could put an item in their weekly update. Council members may approach the commission or staff should there be any questions. Staff noted that Commissioner Mateo sent an e-mail stating that she would not be able to attend tonight and that she had contacted the Dagupan Association of Northern California about their possible interest. Also, Mateo did follow up with the Halili's and received information back from Mr. Romy Manuel that they were not able to participate on the association. Commissioner Swiger agreed that the association should be discontinued and there is already some funding for sister cities, as well as support from the city, organizations and individuals that had been very helpful. Commissioner Iringan asked if other groups were approached about the association. Garcia noted that Mr. Francis Chien was approached with a request for support from the Huizhou-Milpitas Sister Cities Committee, as well as numerous others over the past several months.

**Motion** to remove the Sister Cities Association item from the agenda and to have staff inform the City Council of the recommendation to discontinue the association due to a lack of interest from the community.

M/S: Garcia/Arthur

Ayes: All

### **3. FOURTH OF JULY PARADE**

Staff provided a report from Marsha Grilli, who asked which commission members would participate with a walking group in the parade. Staff reported that Milpitas High School students from cultural groups will be walking in the parade. Students will create a banner to carry (staff noted that the commission does not have remaining funding this fiscal year to purchase a banner). The request is that each cultural group from the high school should try to have at least five people to walk in the parade. The first request from Marsha Grilli is for commissioners to participate and wear traditional or ancestral dress, not just from Milpitas' three sister cities, but for themselves and their heritage so that diversity is represented. Staff has requested use of the country flags from Global Village. There is a need for flags of China, Italy, Japan, and the Philippines – students would carry the flags of existing and potential sister city countries. A U.S. flag will also be carried. Staff noted that Huizhou does not use a city flag, but the lead commissioners for the other two cities could try to obtain a city flag from Tsukuba and Dagupan for future use. Garcia noted that she has five kimonos if anyone needs to borrow them. She added that she has a traditional Scottish dress to represent her heritage. It was discussed that students will create a banner that states "Milpitas Sister City Commission." Staff polled individual commissioners regarding their availability: Arthur, Garcia, and Swiger responded that they are available; Arefi is not available, and Iringan noted that he will check his schedule and reply. Iringan noted that Dagupan does not have a city flag, but they could use the Philippine flag. Discussion followed and it was decided to use country flags to represent each sister city at the same level. Staff will report to Marsha Grilli.

### **4. DAGUPAN CITY, PHILIPPINES: SISTER CITY RELATIONSHIP**

Commissioner Iringan stated that there is no report.

## **5. HUIZHOU CITY, CHINA: SISTER CITIES RELATIONSHIP**

Chair Grilli reported that he received a letter from Cathrine Chin asking for modification to the letter of invitation, as it was not complete enough for the U.S. Consulate. He stated that he sent an email asking for more information from Huizhou and he has not yet received a response. Staff noted that she would complete the letter for Mayor Esteves' signature before the June meeting. Staff distributed a budget handout showing the Huizhou trip expenses and noted that there is \$351.63 remaining. Staff stated that an invoice needs to be received for the art supplies for the city gift before June 30 or the vendor cannot be paid.

## **6. TSUKUBA CITY, JAPAN: SISTER CITIES RELATIONSHIP**

Vice Chair Arthur asked if an e-mail was received from Tsukuba. Staff noted that she received an itinerary for the June visit. Discussion followed regarding next year's 10-year anniversary visit and the idea to have past visitors participate in the celebration. The commission suggested open invitations to the 10-year anniversary for prior visitors from Japan to come here again. Arthur noted that Tsukuba suggested two visits, either July and August, or July and November. She is concerned about not having enough in the budget for an extra visit and suggested to conduct a 10-year anniversary celebration during the regular exchange. Grilli noted that an alternative would be to have the students visit when the Mayor and other officials are available instead of having two separate trips and perhaps they could obtain a consideration from the school board for travel during a regular school week. Although, if they cannot do one visit he does not want to reject the idea of them visiting twice during the anniversary year. Arthur will check with Tsukuba about a possible one-time visit even if it does not take place in August. Swiger asked if the commission could request additional funding for the 10-year anniversary from the City Council. Staff said it is possible, however, a specific plan with proposed expenses would be necessary. Grilli asked how far in advance would the commission need to make the request. Staff could request a funding increase for this city only, although this is not an option that staff recommends. A plan should be in place by July 6, 2006 to be presented to the City Council with a demonstration of options. Each city is budgeted at \$2,600 per year. Garcia noted that they are only sending four students this year so the costs will be relatively low and mostly absorbed by the families who host them. When the officials visit this will cost more. Arthur noted that for that year only, the commission could set a limit on the number of students. Again, Arthur will discuss these issues with Tsukuba. Staff asked Arthur to prepare a list of what Tsukuba tentatively wants to do and what the commission wants to do. Arthur will find out how many are planning to visit in August and November 2006 and provide ideas for events. Arthur also noted that officials who were initially involved in forming the sister city relationship could be invited as well. Grilli asked if an open invitation is being extended for us to visit Tsukuba – Garcia stated that this is her understanding. Arthur will follow-up.

## **7. ITALIAN SISTER CITY RESEARCH**

Commissioner Arefi introduced Karen Serpa from the Sister County Commission (SCoC). Mrs. Serpa has lived in Milpitas for over 30 years and has participated in a variety of community service projects over that time period. She service on the Board of

Regents and was also the founder of the former Bank of Milpitas. Mrs. Serpa stated that she has been a member of SCoC for several years, as well as serving as the Chair and Vice Chair. She read their mission statement for the relationship between the SCoC and the Province of Florence, Italy. She noted that the cities of Morgan Hill and Mountain View have sister city relationships in Italy that have been a success. While the Florence delegation was here, she escorted them and attended meetings with them. She talked about a city called Empoli within the Province of Florence. One of the lead delegates is from Empoli and has been in Milpitas. Mrs. Serpa did research on Empoli, and noted that this city is very interested in Milpitas. She noted that Empoli is in the region of north central Tuscany with a population of 45,000, and various industries such as glass, textile and matches. The Empoli City Council is meeting next week and will discuss a possible sister city relationship with Milpitas. Recently there was a joint fund raising event where Arefi was introduced to the delegate contact. Mrs. Serpa feels this is a good beginning and she will keep the commission informed of the progression of events. She feels that a progression to northern Italy would be wonderful for the Milpitas community. There are many Italians in the community that would welcome this addition. Arefi stated that the largest ice cream factory in the Province of Florence is in Empoli. Swiger asked if the next step would be to show interest and if Mrs. Serpa could then discuss our interest with the necessary delegates. Garcia noted an interest in a combination of an exchange program for students, a focus on culture and education, as well as being open to businesses. Swiger would like to have community members here traveling to Empoli whether it would be families, organizations, or individuals. Mrs. Serpa noted difficulties with student exchanges with Italy due to security and liability issues. Santa Clara University has an MOU with Florence where students and professors can participate in exchanges and several scholarships are awarded each year. Mrs. Serpa did note that adults could easily travel between the U.S. and Italy without issues. She also stated that Empoli is near a town named Vinci where Leonardo DeVinci was born. Grilli noted that Empoli is about 45 minutes outside of Florence. Grilli stated that the core interest is a cultural exchange, and that a student exchange is an extra possibility but not critical - at a minimum, there is interest in a cultural exchange for adults or students or both. Grilli asked if other cities are interested in Milpitas. Mrs. Serpa stated that she has not pursued other cities yet, as she wanted feedback first from the commission to forward to the head of the province. She did state that Empoli is very interested now and Mossimo is the delegate. Swiger noted that Empoli's interest is very positive in moving things along. Grilli asked about the possibility of considering other Province cities. Mrs. Serpa stated that she deals directly with the Cabinet Chief, Roberto Bartolini. Garcia pointed out that the commission has been looking for a sister city in Italy for a very long time and she would like to receive more information on Empoli to see if their interests meet ours. She stated that it would be a good idea to pursue a sister city relationship with Empoli given their interest and the amount of time that has already been spent searching in that area. Mrs. Serpa noted that this is preliminary, but she will follow up. Garcia is also concerned because there is a slower pace in Italy, so if there is some interest now, perhaps the commission should pursue it. Mrs. Serpa asked the commission to put together a letter introducing the City of Milpitas and what we are looking for in a sister city. Grilli will work with Arefi to write a letter for staff to format. Mrs. Serpa noted that the letter could be somewhat broad and that Milpitas would like to explore the relationship. Grilli noted that a letter would be composed to describe our community and what type of relationship we want to establish and requesting their response. Discussion followed regarding proper contacts to address the letter. Mrs. Serpa offered to provide contact information for Empoli representatives.

## **8. SCHEDULE FOR 2005 NOVEMBER & DECEMBER MEETINGS**

Staff noted that the 2004 November and December commission meetings were canceled in April of 2004.

**Motion** to cancel the 2005 November & December meetings.

M/S: Garcia/Swiger

Ayes: All

## **XI. CITY COUNCIL LIAISON REPORT**

No report.

## **XII. FUTURE AGENDA ITEMS**

1. By-Laws, Attendance Log
2. July 4<sup>th</sup> Parade
3. Sister City Relationships/Cultural Exchanges:
  - a. Tsukuba City, Japan
  - b. Dagupan City, Philippines
  - c. Huizhou City, China
4. Italian Sister City Research receive guests
5. 2005 Work Plan Update, as needed

## **XIII. Adjournment**

No further business was discussed and the meeting adjourned at 9:07 p.m. until the next regularly scheduled meeting on June 23, 2005.

**MOTION** to adjourn.

M/S: Garcia/Grilli

Ayes: All

Respectfully Submitted,

Holly Cuciz  
Recording Secretary

Leslie Stobbe  
Public Information Specialist



**UNAPPROVED MINUTES  
CITY OF MILPITAS  
SISTER CITIES COMMISSION  
SPECIAL MEETING**

**Minutes:** Meeting of Sister Cities Commission (SCC)  
**Date of Meeting:** Thursday, July 21, 2005  
**Place of Meeting:** Milpitas City Hall, 455 E. Calaveras Blvd., Community Conference Rm.

**I. Roll** Chair Grilli called the meeting to order at 4:30 p.m.

Councilmembers, Commissioners/Alternates Present: Mayor Esteves, Arefi, Arthur, Grilli, Iringan, and Swiger  
Commissioners Absent: Chahal, Garcia, and Mateo  
City Council Liaison Absent: Bob Livengood  
MUSD Liaison Absent: Marsha Grilli

**II. Alternates** Alternate Arefi was seated.

**III. Agenda** **MOTION** to approve the July 21, 2005, agenda.

M/S: Swiger/Iringan                      Ayes: All

**VI. Citizen's Forum**

There were no speakers.

**V. Old Business**

**1. DAGUPAN CITY, PHILLIPINES: SISTER CITIES RELATIONSHIP**

Mayor Lim participated in the meeting along with two Dagupan representatives: Councilor Nicanor Aquino, and Ms. Nora Siapno, Metro Dagupan Culture & Arts Council. Local participants included Maxray Garibay, President of the Dagupan City Association of Northern California; Romy Manuel, Chair, of the Dagupan City Association of Northern California; and Candida Halili, a member of the Dagupan Sister City Commission.

Mayor Esteves began the meeting with brief introductions from several Dagupan attendees and sister city commissioners. Then a discussion followed regarding a possible student exchange. Mayor Lim proposed a student exchange between the City of Dagupan and the City of Milpitas for high school students up to age sixteen. He suggested ten to twelve students who would be escorted by one Dagupan City representative and one adult from the Education Department. His ideas included attending school for a few days and then participating in several cultural activities with a stay of up to two weeks with a host family.

Chair Grilli stated that the proposal is workable and is very similar to a program already in place with another sister city.

Commissioner Arefi stated that the MOU allows for this type of exchange and the details can be worked out in future meetings.

Commissioner Swiger suggested a smaller number of students, as it may be difficult to find a large number of host families. Chair Grilli noted that there are 3,000 high school students

and hopefully this should be a large enough pool, however, this will depend upon the interest and participation of families in the program.

Mayor Lim asked how the city advertised their program. Chair Grilli stated that notifications happened primarily through the school district and they also arrange for announcements at private schools, as well as advertising in the local newspaper. Commissioner Iringan also noted that information is posted on the website for the City of Milpitas.

Commissioner Swiger noted that the goal is to have host families in both countries to share in each visit.

Vice Chair Arthur stated that it costs \$100 to apply for a visa. When she was in Dagupan she noted that some of the parents are concerned about funding a short visit as opposed to saving for college. She asked if there was any financial assistance that could be provided. Mayor Lim stated that Dagupan will generally choose families who can afford to participate in the program, as well as some top achieving students, and that most of the students would likely be from private schools.

Mayor Lim also said that it would be helpful to begin announcements about the student exchange now in order to generate interest.

Chair Grilli asked about possible dates for the exchange. Mayor Lim indicated that their school break is in April and May. Mayor Esteves noted that it would be helpful to check the school schedules to ensure that there are not any conflicts and find the best dates for an exchange. Chair Grilli noted that May would probably be a better time for the exchange.

Commissioner Swiger asked if city employees could visit Dagupan as well. Mayor Lim said yes.

MOTION to recommend a student exchange between Dagupan and the City of Milpitas to begin in 2006.

M/S: Swiger/Iringan

Ayes: All

Mayor Esteves directed the group to move to the Council Chambers for the signing of the Memorandum of Understanding (MOU) between the City of Milpitas and City of Dagupan. Mayor Esteves and Mayor Lim each briefly presented information about their cities then signed the MOU.

## **VI. Adjournment**

No further business was discussed and the meeting adjourned at 5:23 p.m. until the next regularly scheduled meeting on July 28, 2005.

**MOTION** to adjourn.

M/S: Swiger/Iringan

Ayes: All

Respectfully Submitted,

Holly Cuciz  
Recording Secretary

**UNAPPROVED MINUTES  
CITY OF MILPITAS  
SISTER CITIES COMMISSION**

**Minutes:** Meeting of Sister Cities Commission (SCC)  
**Date of Meeting:** Thursday, July 28, 2005  
**Place of Meeting:** Milpitas City Hall, 455 E. Calaveras Blvd., Community Conference Rm.

**I. Roll** Vice Chair Arthur called the meeting to order at 7:00 p.m.

Commissioners/Alternates Present: Arthur, Chahal, Garcia, Iringan, Mateo, and Swiger  
Commissioners Absent: Arefi & Grilli  
City Council Liaison Present: Bob Livengood  
MUSD Liaison Absent: Marsha Grilli

**II. Alternates** Alternate Mateo was seated.

**III. Pledge** Vice Chair Arthur led the Commission in the Pledge of Allegiance.

**IV. Minutes** **MOTION** to approve the Minutes of June 23, 2005.

M/S: Garcia/Iringan	Ayes: Chahal, Garcia, Iringan
	Abstain: Arthur, Mateo, Swiger

**MOTION** to approve the Minutes of July 21, 2005.

M/S: Swiger/Iringan	Ayes: Arthur, Iringan, Swiger
	Abstain: Chahal, Garcia, Mateo

**V. Agenda** **MOTION** to approve the July 28, 2005, agenda.

M/S: Garcia/Iringan	Ayes: All
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**VI. Announcements/Correspondence**

None.

**VII. Citizen's Forum**

None attending.

## **VIII. Old Business**

### **1. FOURTH OF JULY PARADE**

Commissioner Garcia reported that a total of eleven people participated in the parade for the Sister Cities Commission. Most of the students present had participated in the sister cities program. The students made a nice banner and participants dressed in costumes representing their background. Vice Chair Arthur noted that the Philippine community is large in Milpitas, yet no one was present to represent them. She stated that in the future it would be nice to have someone from each sister city, although flags were carried for each city including Dagupan. Commissioners Garcia, Arthur and Swiger participated in the parade.

### **2. DAGUPAN CITY, PHILLIPINES: SISTER CITIES RELATIONSHIP**

Commissioner Iringan noted that Mayor Lim from Dagupan visited Milpitas recently. A special meeting was held on July 21, 2005 to discuss the sister city relationship. During the meeting the new MOU was signed and there was discussion about a student exchange. Iringan will coordinate with Dagupan representatives as to the details of the exchange. Vice Chair Arthur noted that the meeting was a success. During that meeting, Mayor Lim noted that they would pick students from several schools for an exchange. The students would most likely be juniors so that they can share the program with younger students. Commissioner Swiger asked Mayor Lim if they would accept visits from city employees and he said yes. Swiger distributed a draft announcement to send out to Milpitas city employees for essentially a government-to-government exchange. Staff will research the issue with the City Attorney before an announcement is made to employees.

MOTION to recommend approval to City Council of up to \$300 reimbursement to co-host dinner for Dagupan representatives on July 21, 2005, and; recommend approval to City Council of \$123.29 reimbursement to staff for gift bags, 50<sup>th</sup> Anniversary books and other supplies.

M/S: Garcia/Iringan

Ayes: All

### **3. TSUKUBA CITY, JAPAN: SISTER CITIES RELATIONSHIP MILPITAS-TO-TSUKUBA CULTURAL EXCHANGE: JUNE 17 – 26, 2005 TSUKUBA -TO-MILPITAS CULTURAL EXCHANGE: AUGUST 16 – 23, 2005**

Vice Chair Arthur reported that the visit to Tsukuba was a great success and copies of the journals from the trip were distributed. Arthur is working on a book for Tsukuba that will include the journals and pictures. All of the arrangements for the visit from Tsukuba to Milpitas are complete. Arthur has purchase individual gifts and is still working on a city gift with the Golden Hills Art Club in Milpitas. Nancy Mendizabel is providing San Jose Giants tickets. There will also be a bus tour to San Francisco. Arthur noted that the teacher from Tsukuba would be staying at Inns of America, as there was not a host teacher available.

#### **4. HUIZHOU CITY, CHINA: SISTER CITIES RELATIONSHIP**

The commission reviewed the follow-up letter of invitation to Mayor Yebin from Mayor Esteves including more details about the itinerary and possible months for a visit. No further report.

#### **5. ITALIAN SISTER CITY RESEARCH**

The commission reviewed a letter that was sent from Chair Grilli to Dr. Roberto Bartolini, Chief of Cabinet of the Province of Florence, inquiring about a possible sister city relationship with Empoli or another city in the Province of Florence, Italy. No further report.

#### **XI. CITY COUNCIL LIAISON REPORT**

No report.

#### **XII. FUTURE AGENDA ITEMS**

1. Sister City Relationships/Cultural Exchanges:
  - a. Tsukuba City, Japan
  - b. Dagupan City, Philippines
  - c. Huizhou City, China
2. Italian Sister City Research
3. 2005 Work Plan Update, as needed

#### **XIII. Adjournment**

No further business was discussed and the meeting adjourned at 7:32 p.m. until the next regularly scheduled meeting on August 25, 2005.

**MOTION** to adjourn.

M/S: Garcia/Mateo                      Ayes: All

Respectfully Submitted,

Holly Cuciz  
Recording Secretary

**UNAPPROVED MINUTES  
CITY OF MILPITAS  
SISTER CITIES COMMISSION**

**Minutes:** Meeting of Sister Cities Commission (SCC)  
**Date of Meeting:** Thursday, August 25, 2005  
**Place of Meeting:** Milpitas City Hall, 455 E. Calaveras Blvd., Community Conference Rm.

**I. Roll** Chair Grilli called the meeting to order at 7:00 p.m.

Commissioners/Alternates Present: Arefi, Arthur, Chahal, Grilli, Garcia, Iringan, Mateo, McCarter, & Swiger  
City Council Liaison Present: Bob Livengood  
MUSD Liaison Present: Marsha Grilli

**II. Alternates** None seated.

**III. Pledge** Chair Grilli led the Commission in the Pledge of Allegiance.

**IV. Minutes** **MOTION** to approve the Minutes of July 28, 2005.

M/S: Garcia/Iringan                      Ayes: Arthur, Chahal, Garcia, Iringan,  
Mateo & Swiger  
Abstain: Arefi, Grilli & McCarter

**V. Agenda** **MOTION** to approve the August 25, 2005, agenda.  
Approved with item three moved to the beginning of the agenda.

M/S: Garcia/Iringan                      Ayes: All

**VI. Announcements/Correspondence**

Chair Grilli and the commission welcomed Beverly McCarter as the second alternate commissioner.

Staff distributed a sample of the commission's page on the city's website. Staff requested a future agenda item to discuss the web page and how it could best serve the commission.

Staff conveyed emailed information from Sister Cities International regarding the Franco-American Days Seminar from November 6 – 12, 2005, in Paris and St. Etienne, France. Per person cost estimate is \$2,000 to \$2,500 USD.

Staff distributed the following information: 1) *The Milpitas Post* 8/25/05 photo and caption about the Tsukuba 8/16 – 22/05, visit, and; 2) the Italian American Heritage Foundation's 25<sup>th</sup> Annual Italian Family Fiesta at Santana Row in San Jose, 9/30/05 – 10/02/05.

## **VII. Citizen's Forum**

None attending.

## **VIII. Old Business**

Vice Chair Arthur departed at 7:28 p.m., after discussion of the Tsukuba City relationship. Chair Grilli then seated Alternate Commissioner Arefi.

### **1. TSUKUBA CITY, JAPAN: SISTER CITIES RELATIONSHIP TSUKUBA -TO-MILPITAS CULTURAL & STUDENT EXCHANGE: 8/16 – 23/05**

Vice Chair Arthur noted that the visit was very successful. She received an e-mail from Tsukuba that they returned safely and enjoyed their visit. Tsukuba officials stated appreciation and thankfulness of the city-to-city gift from Milpitas. Arthur distributed photos from the visit and asked staff to work on distributing the pictures via e-mail. Arthur was present all eight days during the visit and she asked for more assistance from other commissioners for visits in the future. Chair Grilli noted that more than one commissioner should be working to support visits to Milpitas. Staff noted that the commission stayed under budget and she distributed handouts showing the final costs. Commissioner Swiger stated that he enjoyed the picnic and thought it was a good site.

Arthur further noted that she translated information about this visit into Japanese. She is continuing work on a booklet for Tsukuba. Staff noted that there might be costs in handling the booklet such as digital file preparation and/or printing. She will attempt to have the booklet printed in house to reduce costs and will work with Arthur to produce the publication. At the next commission meeting, staff will present an approximate cost associated with the production of the booklets. Arthur noted the need for 40 copies.

## **VIII. New Business**

Commissioner Chahal departed at 8:05 p.m., during discussion of the following item. Chair Grilli then seated Alternate Commissioner McCarter.

### **2. SCHOOL OUTREACH DISCUSSION**

This item was added to the agenda at the request of the Milpitas Unified School District (MUSD) Liaison Grilli. MUSD Liaison Grilli outlined a need to structure outreach efforts to schools, parents and students. The goal is to achieve a greater range of student participation. She noted that of the four Milpitas students visiting Tsukuba this year, three had participated in previous-year visits. She stated that parents must have detailed information far ahead of scheduled trips and visits for planning and budgeting purposes. She has spoken with principals at each school and offered that the commission is welcome to participate at back to school nights. She would like to have a flyer to distribute at back to school nights and PTA meetings, as the information needs to be distributed directly to parents. Staff is requesting that lead commissioners write a one-page description of student exchange information for each sister city and provide a draft to her by September 1<sup>st</sup>. She would then prepare handouts and applications for the Back-to-School and Parent Orientation meetings. Chair Grilli noted that a problem with participation for the China visit was that the total costs were not known ahead of time and some of the parents backed out because the costs increased over time. He noted that it would be helpful to have fairly accurate costs in the beginning and perhaps the estimate should be higher than anticipated. MUSD Liaison Grilli stated that figures could be used from the prior year with a slight increase. Chair Grilli stated that the costs are still unknown for the Dagupan visit and he believes it will likely cost more than the trip to Tsukuba. MUSD liaison Grilli noted that parents are paying to send kids on other trips and if they knew the benefits and costs for the sister city visit ahead of time, she anticipates there would be more participation. Commissioner Garcia suggested that

parents should be informed of the benefits and costs several months before the trip. Chair Grilli noted the need to establish a general schedule showing the anticipated visit dates, cost and due dates, including deadlines for visas. MUSD liaison Grilli also noted that the commission should track applications so that they can follow-up and stay in contact with the parents. Chair Grilli noted the need to remain flexible in terms of travel dates to keep airfare costs lower; for example, it may be more cost effective for students to travel on a Thursday and return on a Monday. There was some concern about visits during the summer as this may limit participation due to summer school. MUSD Liaison Grilli noted that summer school is now downsized so it's much less of an issue. Chair Grilli also suggested expanding visits from seven to ten days if necessary to reduce airfare cost. Garcia noted that this would need to be discussed with Tsukuba as they have a new Mayor. Staff noted that, unlike the Tsukuba MOU, neither the Dagupan nor Huizhou MOUs specify a time frame. Garcia stated that since 2006 is the 10<sup>th</sup> anniversary of the sister city relationship, Tsukuba will likely be amenable to a longer visit. She noted that Tsukuba officials have expressed hope that more Milpitas adults would visit as well.

Commissioner Swiger asked about the format at a back to school night. MUSD Liaison Grilli noted that the commission would have a table with information for the students and parents to review. She noted that back to school nights start with a barbeque and social time, then there is a general assembly – the commission could take a few minutes to share the program at the beginning of the assembly. The orientation nights take place in the gym and are well attended by parents. There was clarification needed as to the grades of students who will be invited to participate for each sister city visit. The following was determined: 1) Tsukuba, Japan; 7<sup>th</sup> and 8<sup>th</sup> grades; 2) Dagupan, Philippines; 9<sup>th</sup> through 12<sup>th</sup> grades, and; 3) Huizhou, China; 9<sup>th</sup> through 12<sup>th</sup> grades. Swiger suggested obtaining e-mail contact information at the school events so that a mailing list may be created. Garcia noted that travel costs could be estimated by adding 10% to the prior year costs. MUSD Liaison Grilli also stated that parents need to know that there is someone responsible from Milpitas who is going on the visit with the students and this should be included with any flyer or information packet. Staff will produce an application form for each city with an estimated time frame. She noted that all three sister cities could have trips in the school year of 2006. Commissioner Iringan noted that there might not be a visit from Milpitas to Dagupan in 2006, which would likely not be until 2007; however there will be a visit here from Dagupan that will likely occur in May 2006. Chair Grilli stated his concern about reciprocity if only one visit occurs each year and that this could affect participation. This will be discussed further during the next item regarding Dagupan.

Garcia stated that she is available to assist the lead commissioners. Swiger also offered to assist. Chair Grilli requested participation from all commissioners for at least one of the school outreach events. Swiger asked if they would have a table large enough for a display. MUSD liaison Grilli said yes, and that it would be helpful to bring items and photos representing the various sister cities. Chair Grilli asked staff to coordinate the commissioners' participation and asked them to contact staff to let her know when they are available

## **Old Business**

### **3. DAGUPAN CITY, PHILLIPINES: SISTER CITIES RELATIONSHIP**

Commissioner Iringan noted that he had nothing new to report. Staff asked if Dagupan is visiting Milpitas first. Chair Grilli said yes and that current discussion is for Milpitas to visit Dagupan during the summer break. Iringan noted that August is the rainy season and is not a good time to visit and the weather is also unfavorable in July. Commissioner Mateo noted that December is a better time – maybe during the Christmas break, however there will be a need to review each school schedule, and the airfare is high in December. MUSD Liaison Grilli suggested a February visit as the students have a one-week break at that time. The commissioners agreed this was a great idea. Iringan will send an e-mail to Dagupan to inquire; Grilli suggested clarifying with Dagupan whether or not there are going to be annual visits or alternating year visits. Staff noted that the expiration date for the relationship is July 21, 2007 and the trips should be planned within



that timeframe. Iringan believes that they do not want a yearly visit due to the costs, although he will clarify this with them. Iringan also noted that some organizations would sponsor visits to assist with the funding due to high costs. Grilli noted concerns about the Dagupan City Association of Northern California (DCANC) finding host families. He pointed out that other student exchanges are limited to Milpitas students, residents, teachers, and employees in or for the City of Milpitas. Iringan noted that DCANC would attempt to find homes only if necessary, however most members live in Fremont and San Jose. Iringan stressed that if Milpitas could not provide enough host families for Dagupan students, then DCANC is willing to locate host families through its membership. Commissioner Arefi stated that there should be enough families in Milpitas to host the students and does not think it will be a problem. Grilli stated that there is a problem if a Fremont family hosts a student from Dagupan as this reduces the chances of reciprocation. Grilli noted that he has the same concern and with Tsukuba there is a direct exchange so reciprocity is not an issue. He also noted that there is some practical benefit to limiting it to residents or those directly associated. For instance, there were Milpitas teachers who were hosts but they did not live in Milpitas, however the visiting student was able attend a Milpitas school and the other visit excursions. Grilli believes it would be a mistake to expand outside of Milpitas. He stated that he realizes that Dagupan Mayor Lim suggested 10 to 12 students, however, if Milpitas only has interest from 8 or 9 then that should be the number. Commissioner Garcia noted another problem in using host families outside of Milpitas: Dagupan visitors want to be here while students are in school and are likely assuming that they would be going to school with a Milpitas student. Council member Livengood stated that going beyond the borders of Milpitas would create logistical issues such as the commonality of the school, transportation, and keeping the group together. Livengood stated that it is wise to generate the interest within Milpitas and that the commission may run into opposition if they venture into other cities. Garcia stated that this should not be a problem if recruitment begins early. MUSD Liaison Grilli stated that the school superintendent would need to know how long the student visitors will be attending school. She also noted that the student visitors would need to be enrolled in the school with a Milpitas address; if they are staying outside of Milpitas, they cannot enroll and could not go to a Milpitas school. Iringan noted that it should not be a problem with Dagupan to keep the visitors in Milpitas and that they would be understanding if the number of students needed to be reduced due to a lack of host families.

The commission's consensus is that lead Commissioner Iringan will communicate with Dagupan to propose and confirm the following: 1) Alternating year visit; 2) Dagupan to visit Milpitas in either April or May 2006, (excluding Spring break which is the 3<sup>rd</sup> week of April and excluding dates during the district testing schedule); 3) Dagupan students will be attending school with their host family student and staying in Milpitas; and 4) Milpitas to visit Dagupan in February 2007 during the student's one week break. Iringan should confirm this information with staff by September 1<sup>st</sup>.

MOTION to recommend approval via a memorandum from the City Manager's Office to reimburse DCANC \$300 for co-hosting dinner for the Dagupan representatives on July 21, 2005, and; \$123.29 reimbursement to staff for gift bags, 50<sup>th</sup> Anniversary books and other supplies.

M/S: Garcia/Iringan

Ayes: All

Commission Swiger asked about the status of his memo to the City Council regarding inviting City of Milpitas employees to visit Dagupan. Staff noted that she does not have sufficient information at this point to request that the city attorney review the memo. Staff noted her concern that such an action would lead to a perception that the relationship is offering something to city employees prior to it working for Milpitas residents. Swiger stated that perhaps the memo should be forwarded now to the city attorney's office given that this would facilitate the government-to-government portion of this MOU. Staff noted that there has not been an offer from Dagupan and no coordination between a lead commissioner nor any contact with the Dagupan coordinator for this type of trip. Swiger asked what action staff would be willing to take. Staff noted that any actions would be under the purview of the lead commissioner and the

Dagupan representatives. Staff stated that until she receives additional information, it is her decision that the memo should not be forwarded through the organization at this time. Commissioner Arefi stated that he also thought that Mayor Lim agreed to a government-to-government visit. He thought there was an agreement to forward the memo to the city attorney. Staff reiterated that additional background work should occur before taking such action.

### **3. HUIZHOU CITY, CHINA: SISTER CITIES RELATIONSHIP**

Chair Grilli stated that he sent an e-mail asking for specific dates that Huizhou intends to visit. He noted that Huizhou staff is working on obtaining visas and the visit may happen the first week of October. MUSD Liaison Grilli stated her concern that Huizhou has not provided dates as they should have obtained their airline tickets by now. Grilli stated that he would send additional e-mails. Staff recommended contacting all host families to let them know that Huizhou students will likely be visiting in October. MUSD Liaison Grilli stated that host families have been so advised.

### **4. ITALIAN SISTER CITY RESEARCH**

Arefi reported that in August there is a month-long retreat for Italians, and therefore he has little to report. He stated that he has not spoken with Ms. Serpa recently, although he did leave a voice message in the past month. He will have more to report in September.

## **XI. CITY COUNCIL LIAISON REPORT**

No report.

## **XII. FUTURE AGENDA ITEMS**

1. School Outreach Update
2. Sister City Relationships/Cultural Exchanges:
  - a. Huizhou City, China
  - b. Dagupan City, Philippines
  - c. Tsukuba City, Japan
3. Italian Sister City Research.
4. 2005 Work Plan Update, as needed
5. Web Page Discussion (October)

## **XIII. Adjournment**

No further business was discussed and the meeting adjourned at 8:52 p.m. until the next regularly scheduled meeting on September 22, 2005.

**MOTION** to adjourn.

M/S: Garcia/McCarter

Ayes: All

Respectfully Submitted,

Holly Cuciz  
Recording Secretary

Leslie Stobbe  
Public Information Specialist

**UNAPPROVED MINUTES  
CITY OF MILPITAS  
SISTER CITIES COMMISSION**

**Minutes:** Meeting of Sister Cities Commission (SCC)  
**Date of Meeting:** Thursday, September 22, 2005  
**Place of Meeting:** Milpitas City Hall, 455 E. Calaveras Blvd., Community Conference Rm.

**I. Roll** Vice Chair Arthur called the meeting to order at 7:04 p.m.

Commissioners/Alternates Present: Arefi, Arthur, Grilli, Iringan,  
Mateo, McCarthy  
Commissioners Absent: Chahal, Garcia, Swiger  
City Council Liaison Present: Robert Livengood  
MUSD Liaison Absent: Marsha Grilli

**II. Alternates** Alternate Mateo was seated.

**III. Pledge** Vice Chair Arthur led the Commission in the Pledge of Allegiance.  
Chair Grilli entered at 7:10PM. Vice Chair handed meeting leadership  
over to the Chair.

**IV. Minutes** **MOTION** to approve the Minutes of August 25, 2005.

M/S: Arthur/Iringan Ayes: All

**V. Agenda** **MOTION** to approve the September 22, 2005, agenda.

M/S: Arthur/Iringan Ayes: All

**VI. Announcements/Correspondence** – There were no announcements.

**VII. Citizen's Forum** – There were no members of the public present.

**VIII. Old Business**

**1. SCHOOL OUTREACH DISCUSSION**

Vice Chair Arthur noted that she attended Rancho Middle School's Back-to-School (BTS) night on Sept. 20. She experienced some confusion on the school's part. A commission representative was not expected and a table with chairs was not provided. He further noted that the principal only pointed to the commission's table during an introduction; there was no opportunity provided to address that parents. Chair Grilli stated he would provide that information to the MUSD Liaison. He further noted that the 9<sup>th</sup> Grade Parent Orientation at the Milpitas High School (MHS) on Sept. 7 provided only limited access to parents, which amounted to about 20 minutes,

but some of the information packets were picked-up. He and commissioner/alternate Arefi attended the MHS BTS on Sept. 14, where there were discussions with parents regarding the exchanges. The chair stated that this was the first time the commission has reached the schools at these events and hopes to learn how to use them to best reach parents. The Council Liaison suggested that, to generate interest, place photos or an album at table for parents to view. Arefi stated he is available for the Oct 12 Parent Orientation at MHS. Staff requested review of the event schedule and commissioners volunteered and confirmed schedules.

## **2. HUIZHOU CITY, CHINA: SISTER CITIES RELATIONSHIP**

Chair Grilli stated that Huizhou students were not able to obtain visas in time to visit Milpitas in October. He has provided dates that MHS is available to Mr. Johnson Shi. This Huizhou staff member needs to coordinate with their school district to determine when the students may be released from school attendance. The students' next appointment for a visa interview is Oct. 20.

## **3. DAGUPAN CITY, PHILLIPINES: SISTER CITIES RELATIONSHIP**

Commissioner Iringan confirmed that Dagupan students will visit Milpitas in May 15 – 27, 2006. and Milpitas students will visit Dagupan in February 17 - 25, 2007. It is agreed that Dagupan students would stay in the home of a Milpitas host family and attend school with the Milpitas host family student. Moving forward, Dagupan representatives agree they will direct all communication to Willie or Dennis, rather than through another organization. Willie has talked with Mr. Romy Manuel of the Dagupan City Association of Northern California, and this understanding is confirmed. The Council Liaison asked if the question of students' age ranges addressed. Chair Grilli stated he discussed this with Principal Gary. It was decided that, Milpitas would include freshman and sophomore students; seniors will not be invited to participate. However, while Dagupan officials are aware of Milpitas' age-to-grade-level concern, this has not been discussed in detail with Dagupan. Council Liaison Livengood stated he is still concerned about the age range issue because 14-year-olds cannot be mixed successfully with 17 to 18-year-olds. Discussion followed regarding the difficulty in receiving visas, especially for youth, and ensuring that students are able to travel. Grilli noted the lesson from Huizhou. Iringan noted that Dagupan plans to send 10, but would recruit 15; if all 15 obtained visas, then 5 would remain on a waiting list. Mateo noted factors in obtaining visas: students need to come from families that have wealth and property; and basically show that they have reasons to return to the Philippines. Iringan also discussed with Dagupan that if Milpitas can find only seven or eight host families, then Dagupan would only send that number of students.

## **4. TSUKUBA CITY, JAPAN: SISTER CITIES RELATIONSHIP**

Vice Chair updated booklet development and noted it is being reformatted for printing; there problems with draft interface with City software. Staff will review printing options with Arthur once she is able to view the translated pages. Arthur then provided a cautionary note regarding when illness strikes visiting students. It is imperative that the international student's travel/health insurance provides an address in the US. Grilli noted Sister Cities International's insurance provides cards for its insured travelers.

## **5. ITALIAN SISTER CITY RESEARCH**

Commissioner/alternate Arefi reported that after the August meeting he exchanged phone messages with Mrs. Serpa. She apologized that she was unable to respond by time of this meeting. He noted that it is almost one month after the Italian holidays and City of Empoli has not made contact. Arefi proposed that, in addition to efforts made with Mrs. Serpa and the Sister

County Commission, he proceed with direct contact to City of Empoli so that Milpitas is not solely reliant upon and intermediary. Concurrently, he would like to attend a Sister County Commission meeting. Arefi requested Iringan's assistance; Iringan stated he would email the schedule to Arefi. He further stated that Milpitas should make its own effort to establish direct contact, noting that additional assistance from county commission is welcome. Grilli recommended direct contact to confirm that Dr. Bartollini received the commission's letter of inquiry. His preference is to first work through the county commission, but if this isn't producing results, then the next step is direct contact. Iringan noted the importance of receiving guidance from the county commission. Arefi stated this commission might continue to benefit from the support of the county's commission.

**IV. CITY COUNCIL LIAISON REPORT** – No report.

**X. FUTURE AGENDA ITEMS**

1. Sister City Relationships/Cultural Exchanges:
  - a. Tsukuba City, Japan
  - b. Dagupan City, Philippines
  - c. Huizhou City, China
2. Italian Sister City Research
3. School Outreach – Next Steps
4. SCC web page review for October meeting.
5. Review Draft 2006 Workplan

**XI. ADJOURNMENT**

No further business was discussed and the meeting adjourned at 8:42 p.m. until the next regularly scheduled meeting on October 27, 2005.

**MOTION** to adjourn.

M/S: Arefi/Iringan                      Ayes: All

Respectfully Submitted,

Leslie Stobbe  
Staff Liaison